

TO ALL PLANHOLDERS OF RECORD.

**RE:** Request for Proposals (RFP) – Tukwila Tenant Improvement Project

**FROM:** Cari Clizbe, Project Coordinator, tel. 360-353-8913, cclizbe@cowlitz.org

**PAGE(S):** Eight (8), including this cover sheet.

**DATE:** September 13, 2024

Transmitted herewith is Addendum No. 2. If the Addendum is **not** received in full, please contact Amanda Lomasney using contact information listed above. If all pages of the Addendum are received, please sign this sheet and include it in your bid package.

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Company's Name

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Company's Representative

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Date

**ADDENDUM NO. 2**  
September 13, 2024

Request for Quotations (RFP) – Tukwila Tenant Improvement Project

This document forms a part of and modifies the RFP as noted below. Offerors should acknowledge their receipt of this Addendum to the street address or email address listed below with your RFP submission package. Failure to do so may subject Offerors to disqualification.

FOR: Cowlitz Indian Tribe  
Public Works Department  
929 Fir Street  
Longview, Washington 98462  
Attention: Cari Clizbe  
Email: [cclizbe@cowlitz.org](mailto:cclizbe@cowlitz.org)

The following corrections, clarifications and/or deletions to the RFP are hereby made a part of said documents.

This addendum consists of eight (8) pages.

**ADDENDUM NO. 2**

**QUESTIONS AND ANSWERS**

Q. What phase of design is your project?

A. The initial design phase.

Q. Do you have a preliminary budget?

A. No

Q. Has the project been submitted for permit?

A. No

Q. What strategic short-term and long-term goals do you have in mind?

A. The intention is to redesign the building to better accommodate access in a medical facility.

Q. What obstacles have you encountered?

A. This project has not started.

Q. Does the project currently have an estimated budget?

A. No

Q. Are we looking for a design-built solution?

A. Yes

Q. Can you confirm that you own the building?

A. Yes the building is owned by the Tribe

Q. You are free to modify as you wish and as may open up programmatic opportunities?

A. Because this question is unclear, we will discuss with the awarded contractor.

Q. That this is a full replanning of the available area – and that all existing construction will be taken back to Shell and core only?

A. Yes

Q. If this is the case, how do you intend to manage construction with some of your existing departments in place?

A. This will be decided once we move towards construction phase of project.

Q. Can you vacate the entire building to allow full reconstruction or do you need to phase the work accommodating existing occupancies to remain functioning during construction.

A. This will be decided once we move towards construction phase of project.

Q. Any adjustments or modifications to the exterior of the building?

- Primary entry development
- Site connectivity to the building entry (entrances)
- ADA access
- Decorative treatments

A. None at this time

Q. Have you developed a list of programs to be housed here?

- Behavior health
- Medical clinics
- Counselling,
- Dental
- Lab services

A. Behavioral health, and primary care with laboratory services.

Q. Is your client base all tribe members and their families? Or a broader outreach to the general public

A. Primary focus on service delivery to Indigenous community members and families with others accessing when there is capacity.

Q. Do you have plans for the building?

- Structural plans? Showing roof construction and column, footing and beam layout and criteria
- Existing department layouts including the existing retail client

A. We currently do not have existing plans for the building but are in the works with the City of Tukwila to ascertain if they have past copies within public records.

Q. Can you provide a list of consultants that are Tribal members for us to consider in building our team.

- Engineering disciplines, including design build for MEP
- Interior design
- Signage design
- Cost estimating...
- Other?

A. No we do not have a list.

Q. When does the current tenant's lease expire?

A. It expires on October 31<sup>st</sup>, 2024

Q. Have you established any schedule and/or budget information?

A. No

Q. Will you publish a list of competing firms?

A. No, we do not keep track of contractors showing interest for this project.

Q. Can I schedule for a walk-thru of the existing clinic?

A. Yes, please follow the RFPs guidelines for setting up a site walk.

Q. Is there any additional information on the anticipated medical program, its departments and services?

A. At least two primary care providers with one RN and one MA position to support. Priority for service provision from an integrated care model with medical and BH services combined.

Q. Is there any additional information on the equipment that is intended to be provided?

A. Standard medical office equipment for at least two exam rooms, computer equipment, server equipment, small POC lab equipment and refrigeration.

Q. Are there any additional RFI's that have been addressed up to this point that you could share?

A. There have been no RFI's

Q. What services will be offered in the facility? The RFP states the project is to 'refit the existing facility into a full medical HHS clinic.

A. Behavioral health services including individual, group, and family counseling services for individuals affected by mental health and substance use disorders; Medication Assisted Treatment for individuals impacted by opioid use disorder; Peer Support services, Psychiatric Medication Management Services, and outpatient primary care with pharmacy services for individuals of all ages. There should also be space that can be utilized for community events.

Q. Is the intent to provide the 'whole person' model of care with integrated primary care, behavioral health and dental?

A. Yes, but there will likely not be enough space to house dental in this facility.

Q. Are any ancillary services such as pharmacy, imaging or laboratory planned?

A. Pharmacy and laboratory are planned.

Q. Are there record drawings of the current building available that show the current buildout?

A. We currently do not have existing plans for the building but are in the works with the City of Tukwila to ascertain if they have past copies within public records.

Q. Has the project delivery method been determined?

A. No

Q. Has there been a facility assessment done indicating the age, condition, capacity, remaining life, etc of the various building systems including HVAC, electrical, roof?

A. No

Q. Is any LEED certification or equivalency required?

A. No

Q. Does the tribe have standards for clinic design in terms of clinic model, room layouts or interior finishes that the clinic design is expected to adhere to?

A. No

Q. Who will be specifying and procuring the medical equipment for the clinic?

A. This will be decided closer to construction phase of this project.

Q. Who will be specifying and procuring the clinic furniture?

A. This will be decided closer to construction phase of this project.

Q. Has funding been secured? Are there any funding sources which will require compliance with specific standards?

A. Yes, and Yes. Details will be provided to awarded contractor.

Q. Is Attachment C to be included in our RFP response?

A. Yes

Q. May I please request a list of firms that attended the 8/29 site visit for the Tukwila Clinic Tenant Improvement?

A. No. We do not keep track of contractors interested in this project.

Q. Has the project budget been established and if so, can that be shared?

A. No, there has been no project budget established.

Q. We are assuming that all MEP will be Design Build, is this correct?

A. Yes

Q. Can you provide any additional guidance or expectations on what is expected in the content required regarding the Work Plan and Schedule (note "H" under PROPOSAL CONTENT & REQUIREMENTS)?

A. Please follow RFP to specifications.

Q. Under note “1” in PROPOSAL CONTENT & REQUIREMENTS, we are assuming the Schedule of Values requested is simply the Fees from us for the Basic Design Services and Optional Services listed on Page 1 of Attachment A. Is that assumption correct?

A. That is correct

Q. What services will be provided in this clinic i.e.: primary care, dental care, SUD treatment/MAT, behavior health, etc.

A. All of the above except for dental.

Q. Do you anticipate any exterior work like new entry area, vestibule, etc.

A. Not at this time

Q. Are there any funding source requirements that might impact schedule or scope of work (some federal and state sources require LEED certification for example)

A. No

Q. Can you clarify what you mean by “schedule of values”? Is this a breakdown of fee based on phases of design and consultant disciplines?

A. Yes

Q Do you anticipate re-using the rooftop mechanical units? Replacing them will trigger certain Washington State Energy Code requirements and will impact mechanical engineering fee proposals.

A. No

Q. Are you accepting responses from design / build teams? Or only for design services at this time?

A. Design teams

Q. Can you specify or provide the form of contract and selection method?

A. The contract will be selected closer to construction phase. Then selection method will be full RFP process, in accordance to OMB Circular.

Q. May we propose GC/CM selection and contract or similar in our response?

A. Yes.

Q. Attachment A “General Description of the Scope of Work” indicates “demolition of the existing interior and remodeling of the whole facility.”

Can you confirm:

- All occupants will be relocated in order to remodel the whole facility?

A Yes

- All of the interior spaces will be demolished?

A We are in design phase of this project and there is no way to know at this time.

- None of the existing suite elements will be retained?

A We are in design phase of this project and there is no way to know at this time.

- If any suites are to be retained and continue to be occupied, please specify.

A We are in design phase of this project and there is no way to know at this time.

Q. Can you confirm what clinic services and patient capacity (volume and or need projections) are desired for the “full medical HHS clinic”? Including:

- Primary care

A 20-30 patients per day

- Urgent Care

A N/A

- Crisis Care

A N/A

- Behavioral Health

A More than 10,000 services a year are provided to community members by providers operating out of our Tukwila office, which include this building and a building next door. More than half of the services are provided off site and our goal is to bring families on site for services more often.

- Dental

A N/A

- Administrative offices

A Only what’s needed to support daily BH and Primary Care operations. There is potential to house positions not critical to daily operations in the building next door.

- Other

A N/A

Q. What is the funding source for the project?

A. It is grant funded.

Q. Is the project funded?

A. Yes

Q. Can you provide funding requirements in order for us to factor in to our proposal?

A. You must follow Davis Bacon.

Q. Is there an opportunity to propose a Programming and Scoping Study to define the project and target budget at this time rather than proposing services for all the subsequent phases? Will this approach be considered responsive?

A. Yes, if this is something to include in your proposal please do as an optional additional cost.

Q. Can you tell us the name and role of the members of the selection committee?

A. This is something that we will not disclose.

Q. Can you name the members of the project team for the Cowlitz Tribe, and who in the design meetings will represent your clinic goals?

A. This will be discussed upon awarded contractor.

Q. Can you confirm if any other owner’s representatives or owner’s consultants are engaged or anticipated to be?

A. There are no others at this time.

Q. The building has 3 existing skylights and 4 existing solatubes. Will any of these remain?

A. We are currently in design phase for this project.

Q. Are consultants encouraged to maintain existing partition walls, ceiling grid/panels, plumbing fixtures, etc. to the extent feasible?

A. This will be discussed during the initial design phase of the project.

Q. On site it was observed that the dumpsters were not located within the trash enclosure. What is the reason for this?

A. Yes, the trash enclosure is being removed during a separate project. The location of dumpster will not affect this project.

Q. Is there a desired main entrance location for the clinic?

A. No, not at this time.

Q. Are there any exterior changes planned for the building?

A. No, not at this time.

Q. Is there a generic program available for the building, or a list of proposed clinic services?

A. Yes, we will provide the list to the awarded contractor.

Q. The RFP does not mention a bidding phase. Should bidding support be included in our scope? If yes, should it be a separate phase or incorporated with another phase?

A. Yes, please include as a separate phase.

**END OF ADDENDUM NO. 2**